

Position Description

Position Title: Creative Director

Location: Remote

Reports to: Chief Impact Officer

Status: Full-time, Exempt

Position Summary

Reporting to the Chief Impact Officer and serving as an integral part of the IllumiNative team, the Creative Director will be responsible for guiding and solidifying IllumiNative's creative brand. IllumiNative seeks a highly motivated and experienced Creative Director who will create and lead the design and visual aspects of our campaigns, projects, and events and work closely with various departments to ensure brand integrity and solidify creative concepts. The Creative Director will manage the Graphic Designer and Artist + Influencer Manager.

As IllumiNative continues to grow and expand our mission, we seek a creative partner who has a passion for visual storytelling and who is motivated by our mission. In addition to stewarding and solidifying our brand, we seek an individual who is interested in being involved in various creative projects and who can advise on creative needs and strategy. The Creative Director will work closely with the leadership of various IllumiNative program teams and should be comfortable advising senior leadership. Candidate should demonstrate a great eye for design, a passion for visual storytelling, visual communications and the creative arts, and courage to try things that have never been tried before.

Organization Summary

IllumiNative is a national, Native woman-led racial and social justice organization. Our mission is to build power for Native peoples by amplifying contemporary Native voices, stories, and issues to advance justice, equity, and self-determination. We utilize research, narrative and culture change strategies, movement-building and digital organizing to dismantle white supremacy and mobilize public support for Native issues. To learn more about our work, visit www.illuminatives.org.

Role Responsibilities and Tasks

- Manage and supervise the Graphic Designer and Artist + Influencer Manager day-to-day and provide feedback and direction on creative direction and sourcing.
- Work closely with the Director of Narrative Power + Impact to develop IllumiNative brand guidelines and visual identity.
- Review and provide feedback on creative aspects of communications planning.
- Update existing materials against new brand guidelines.
- Oversee IllumiNative's design and creative partners and contractors to support IllumiNative's storytelling efforts.
- Assist with planning the growth and development of the IllumiNative Creative Team- including the implementation of processes and guidelines around reporting, engagement, and evaluating creative execution.

Creative Concepting and Execution

- Translate communications strategies and objectives into creative concepts ranging from social media art and graphics, memes, website content, custom email templates, simple videos, and reports.
- Work closely with the program teams on the production of creative content.
- Work closely with Executive Leadership to redesign the IllumiNative website.
- Regularly update new website with creative content.
- Offer creative counsel to partner organizations and campaigns.

- Provide creative direction on IllumiNative events and campaigns.

Education, Experience, Knowledge, Skills and Ability

- Proficiency with Adobe Creative Suite, specifically: Photoshop, InDesign, Illustrator, Rush and/or Premiere (or a willingness to learn)
- Minimum 5 years' experience in branding and graphic design in firm, nonprofit, tribal or related organization.
- Experience in taking a hands-on approach in leading a variety of initiatives, especially in a remote setting. A strong candidate should have previous experience developing and operationalizing strategies for a program or project.
- Strong written and verbal communication skills; a persuasive, credible, and polished communicator with excellent interpersonal and multidisciplinary project skills.
- Ability to collaborate and communicate with internal as well as external partners and other organizations.
- Unwavering commitment to quality programs and excellence in organizational and project management with the ability to achieve strategic objectives and manage a budget.
- Ability to work effectively in collaboration with diverse groups of people.
- Integrity, positive attitude, mission-driven, and self-directed with demonstrated passion for IllumiNative's mission and commitment to working collaboratively with a management team of senior professionals.
- A team player, who can interrelate and operate effectively with peers and other associates within a collegial, yet demanding, work environment.
- Excellent judgment and creative problem-solving skills, including negotiation and conflict resolution skills.
- Self-reliant, good problem solver, progress-oriented.
- Ability to make decisions in a changing environment and anticipate future needs.

All employees of NVF are required to complete timesheets.

How to Apply

Apply using the link provided.

Compensation and Benefits

Salary range: \$65,000-\$80,000

Benefits:

Comprehensive benefits package that includes 100% employer-paid health, dental, and vision insurance, 3% automatic contribution and a 3% employer match on 401k contributions, pre-tax transportation benefits, and paid holidays, vacation, sick, and volunteer time off.

Hiring Statement

IllumiNative is a project of New Venture Fund (NVF), a 501(c)(3) public charity that incubates new and innovative public-interest projects and grant-making programs. NVF is committed to attracting, developing and retaining exceptional people, and to creating a work environment that is dynamic, rewarding and enables each of us to realize our potential. NVF's work environment is safe and open to all employees and partners, respecting the full spectrum of race, color, religious creed, sex, gender identity, sexual orientation, national origin, political affiliation, ancestry, age, disability, genetic information, veteran status, and all other classifications protected by law in the locality and/or state in which you are working.

COVID-19 Policy

To center the safety and well-being of its employees, New Venture Fund requires that any employee who is required to conduct in-person activities for their job must be fully vaccinated against COVID-19 within four weeks of their start date. This position may require candidates to be fully vaccinated against COVID-19. Accommodations may be sought and approved in accordance with the law by contacting human resources at HR@newventurefund.org.